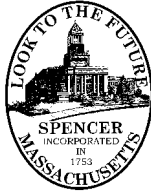


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**SEWER COMMISSION**

FRANCIS X. WHITE, CHAIRMAN  
LAWRENCE H. DUFAULT, CLERK  
MICHAEL J. MERCADANTE, MEMBER

JAMES T. LAPLANTE, JR., SUPERINTENDENT



3 OLD MEADOW ROAD  
SPENCER, MA 01562  
TEL. 508-885-7541  
TTY 508-885-7525  
PLANT 508-885-7542

**Minutes of Meeting & Public Hearing held March 9, 2016**

Meeting of the Board of Sewer Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA.

Members present: Francis "Frank" White  
Lawrence "Larry" Dufault  
Michael "Mike" Mercadante

Sewer staff present: James Laplante, Jr., Supt.  
Debra Graves, Sr. Clerk

Meeting was called to order at 4:45pm.

Read and accepted Minutes for February 17, 2016.

Signed monthly commitment for Septage Fees

Superintendent James Laplante Reports:

- Monthly Operations Report
  - Monthly Monitoring Report
- (Reports are on file at the Utilities & Facilities Office)

**Budget & Capital Items:**

- Review quote from Gregoire to furnish labor and materials to replace an existing 400 amp automatic transfer switch. Need two more quotes. Table until next meeting.
- Also, looking into a new TSS oven cost is around \$2,000. On hold until further notice.
- Review Bypass Pumping transfer switch repair quote.

**Summer Work Schedule:**

- Sewer Commissioners review Sewer employees summer work schedule union contract, rotating basis. Mike made motion not to change the work schedule, second by Larry, and in favor, Frank.

**MassDOT – Rt.9 Sewer:**

- Sewer Commissioners review the 2/19/2016 Main Street (Rt.9) Sewer System Improvements cost estimate. Total cost with 20% contingency is \$203,754.00. Larry made an motion to accept the 2/19/16 Main Street (Rt.9) Sewer System Improvements cost estimate, seconded by Frank, and in favor, Mike.

Final Clarifier:

- Review the Register bid documents Final Clarifier Rebuild. Prebid meeting March 10, 2016 and Bid opening is March 18, 2016 at 3:00pm.

Laptop Computer for Allen-Bradley Software:

- Still working on this, the system needs to be compatible (PLC 5000).
- 

Flexcon N, N Dimethylformamide (DMF):

- Still waiting to hear back on this. Table until we hear from them.

New Vehicle:

- Review quotes, but Sewer Commissioners would like to look into a used truck.

Meeting Adjourned at 6:00pm. Motion by Larry, Seconded by Frank, and in favor, Mike.

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Motion by Larry to go into Public Hearing at 6:00pm to discuss Sewer Rates, seconded by Frank, and in favor, Mike.

(A Public Hearing handout is on file at the Utilities & Facilities Office)

Sewer user attended: Mike & Heide Malone

Discuss Sewer Rates Increase:

- A. Budget goes up every year and have previously balanced budget from retain earnings
- B. FY17 budget is 1,231,622
- C. Main St. (Rt.9) project cost \$203,754
- D. Maple St. Project will be coming up and etc.
- E. Paying on notes

Sewer Commissioners review two sewer user fee increase rates. Larry made a motion to increase sewer user fee by 20%, Frank second the motion and in favor, Mike.

Sewer Usage (per quarter)		FY 2013 Rates	FY 2017 Rates
Cubic-feet per quarter		July 1, 2012	April 1, 2016
0 to 1,500-cubic feet	Flat Rate	\$74.50	\$89.40
1,500-cubic feet to	5,000-cubic feet	\$5.00/100CF	\$6.00/100CF
5,000-cubic feet to	8,000-cubic feet	\$5.45/100CF	\$6.54/100CF
8,000-cubic feet	And beyond	\$6.00/100CF	\$7.20/100CF

Public Meeting adjourned at 6:45pm motion by Larry, Second by Frank and in favor, Mike.